

**UNION TOWNSHIP BOARD OF EDUCATION
WORKSESSION MINUTES – JUNE 12, 2007**

Meeting held at James M. Caulfield Administration Building, 2369 Morris Avenue, Union, New Jersey.

PRESENT AT ROLL CALL: Mr. Gary Abraham, President; Mr. Manuel Figueiredo, Mrs. Linda Gaglione, Mr. Steven Helmstetter, Mr. Anthony Manochio, Mrs. Versie McNeil, Mr. Francis Perkins, Mr. Steve Ruhl and Mrs. Judy Salazar

ABSENT AT ROLL CALL: None

The meeting was called to order by Mr. Abraham at 7:00 p.m. Mr. Figueiredo led the board members and audience in the Pledge of Allegiance.

Mr. Damato read the statement required under the "Open Public Meetings Act" a copy of which is on file in the office of the Secretary.

Mr. Abraham asked each board member to review the minutes of the Worksession of May 8, 2007, the Executive Session of May 8, 2007 and the Regular Meeting of May 15, 2007 for adoption at the regular meeting.

COMMUNICATIONS:

Mr. Damato stated that all communications have been referred to the appropriate committee.

EDUCATION/STUDENT DISCIPLINE COMMITTEE:

Mrs. McNeil stated that the education committee met with a parent who approached the board at its last regular meeting and the committee will definitely go forward next year to address this student's needs and the parent's concerns. Mrs. McNeil said that the committee also discussed a curriculum proposal regarding criminal justice. She said that this course would be an elective that students at the high school would be able to take.

Mrs. McNeil presented the education agenda (Resolutions E-1 through E-9).

EDUCATION/STUDENT DISCIPLINE COMMITTEE
DISCUSSION ITEMS:

Varsity Girls' Basketball Tournament

Mr. Abraham said that each board member had received a copy of a letter from Mr. Meyer the Varsity Girls' Basketball Team requesting that the team be allowed to participate in this tournament. He said that several board members had contacted him to express a minor reservation as to whether it was necessary for the athletic director to attend this tournament. Dr. Jakubowski stated that in the past the athletic director has accompanied basketball teams as a chaperone on these types of trips. He said that he had no preference one way or another and he will try to find out why the athletic director is being considered as a chaperone. Mrs. Gaglione asked how many students were on the basketball team. Dr. Jakubowski said that he would say approximately 12 students are on the team but he was not sure. Mrs. Gaglione said that if the students were going to fundraise for their expenses for the trip, why couldn't the additional chaperones also be funded through fundraising. Dr. Jakubowski said that he did not remember ever doing fundraising for chaperones' expenses and it was a past practice that the board paid to send chaperones on trips. Mr. Manochio asked when the last time an athletic team was sent on an overnight trip. Dr. Jakubowski said he could not recall exactly but it has been a long time. Mr. Manochio asked when the athletic director was away if anyone took over his responsibilities. Dr. Jakubowski said that Ms. Ionta would cover any responsibilities when Mr. Parsons was away. He said that if another teacher were sent as a chaperone, the board would have to find a substitute for that person. Mr. Manochio asked what Dr. Jakubowski's preference was. Dr. Jakubowski asked if he meant whether or not the students should be allowed to go on the trip. Mr. Manochio said that he thought the students should be allowed to participate in the tournament but he wanted to know if Dr. Jakubowski felt that the athletic director should go. Dr. Jakubowski said that he had not thought too much about it. He said that he would speak to Mr. Meyer and ask why he wanted to take the athletic director. Dr. Jakubowski said that in the past a vice principal from the high school would accompany athletic teams as a chaperone. Mr. Abraham said that since this is a girls' basketball team, would there be at least one female chaperone on the trip. Mr. Abraham also asked if a nurse was required to be on the trip. Dr. Jakubowski said that he has not researched this trip because he was not sure that the team should be allowed to attend. Mrs. Gaglione said that she agreed with Dr. Jakubowski because this tournament was a fundraiser for a scholarship.

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Varsity Girls' Basketball Tournament

Dr. Jakubowski said that this was a pre-season tournament and the team would have to get permission from the NJSIAA to attend. Mr. Manochio stated that the board does send musical groups to attend competitions out of state. Dr. Jakubowski said that if he can assume that the board will allow the team to attend this tournament, what was the board's resistance in having the athletic director go as a chaperone. Mr. Helmstetter thought that since there were so few students attending, he felt that two chaperones would be sufficient. Mr. Manochio said that Mr. Abraham brought up a good point that there should be at least one female chaperone attending. Mr. Perkins asked if parents were going. Dr. Jakubowski said that the letter was sent to the board and it was the first that there was discussion on it. He said that he has not made any inquiries regarding the details of the trip. Dr. Jakubowski said he would reach out to Mr. Meyer and get the board's questions answered. He made a list of specific questions asked by the board. Mr. Perkins asked where the proceeds of the fundraising of this tournament go and who gets the scholarships that are being funded by this tournament. Mr. Abraham said that according to the material provided by Mr. Meyer, it would be up to the athletic director of the district to dispense the scholarship funds which can either be given all to one student or several students. Mr. Perkins asked what the source of the funds was. Mr. Abraham said that it was coming from the proceeds of the gate of the tournament and each school that participates would receive \$250. Dr. Jakubowski said that the organization sponsoring the tournament was a "money maker" and what they do is give scholarships out to students. He said that all students would be responsible to raise money to attend the tournament. Dr. Jakubowski said that he would ask Mr. Meyer who the other chaperone was that was going on the trip and the board believed that it should be a female. Mr. Perkins said that he would like to know more about the organization who was sponsoring the tournament. He asked if this was a "school sponsored" activity. Dr. Jakubowski said that it definitely was not a school sponsored activity. He said that the basketball coach is saying in his letter that the team has the opportunity to participate in this tournament and he would like to have the team go. Dr. Jakubowski said that this tournament will take place during a school vacation so the students would not lose any days from school. Mr.

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Perkins asked Mr. Damato what the liability to the board would be. Mr. Damato said that anytime the board sanctions a trip, the board takes on the liability. He said that the board does have insurance for this type of thing and the board must be sure that it is vigilant in supervising the students who go on the trip. Mr. Perkins said he was not opposed to the idea but he was not convinced that the team should be going either. He said that he would like to know more about the sponsor of the tournament. Mr. Perkins said that he wanted to know what the value to the district's basketball program was if the students participate in this tournament. Dr. Jakubowski said that he thought Mr. Meyer asked for permission because in the past the district has sent its twirling team for competitions and the marching band participates in competitions each year. He felt that the trip would be a positive experience for the students and all of the board members agreed with that. Dr. Jakubowski said that there was still the issue of whether the board would approve the trip and pay for the chaperones to go. Mr. Perkins asked why the chaperones could not volunteer. Dr. Jakubowski said that if they volunteer, then the chaperones would have to pay their own way. Mr. Perkins thought that the board should look at what it has done in the past and maybe it was too late not to allow these students to go. Dr. Jakubowski said that it was a new year and if the board wants to be consistent it can disallow any student group from going on any out of state trips from now on. Mr. Manochio asked if when a group puts together an agenda for a trip, don't they get permission from the superintendent. Dr. Jakubowski said that the basketball team does not have permission to go on this trip yet. Mr. Manochio asked if Dr. Jakubowski was aware of this trip and he was looking for a recommendation from Dr. Jakubowski as to whether or not it was a worthwhile trip. He felt that Dr. Jakubowski should advise the board as to whether or not the trip was worthwhile. Mr. Manochio said that his next concern was how many adults should accompany the team and thought that maybe it was a good idea if parents also accompanied the team on this trip. Dr. Jakubowski said that parents may very well be going on the trip but that would not take care of the chaperones that the district needed to have accompany the team members. Dr. Jakubowski said that the reality is that the board has had many discussions over the past two years about out of district trips and what has

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been approved and what has not been approved. He said that trips that took place this year were approved this year and the board chose not to approve the Honor Society trip to Washington, D.C. because the board was picking up the entire cost of this trip. Dr. Jakubowski said that last year when the band wanted to go on a trip out of the country, the board said "absolutely not" and they had to pick something different. He thought there was a benefit for the basketball team to participate in the tournament and the \$3,600 cost to the board for chaperones is not a significant cost but he felt that there needed to be a decision by the board as to whether or not it would continue to sponsor trips. Mr. Manochio said that he had no problem in allowing the team to go on this trip and he thought it was a great experience for the students. Dr. Jakubowski said that he had not spoken to Mr. Meyer yet and he said that he would ask Mr. Meyer for a little more information regarding this trip. Dr. Jakubowski stated that he would advise Mr. Meyer that one of the chaperones must be a female and ask him why the athletic director had to go. He said that he would also ask if Mr. Meyer thought that it was necessary to have a nurse be a chaperone. Mr. Abraham asked Dr. Jakubowski to ask Mr. Meyer if he had any additional information regarding the organization that was sponsoring the tournament.

August Planning Session

Dr. Jakubowski reminded the board that there are not two meetings in July. He said there will be no worksession, only a regular meeting on July 17, 2007. Dr. Jakubowski stated that the date originally scheduled for the planning session was August 14th but this date must be changed. He recommended that the meeting be rescheduled on August 16th or 17th. Mr. Abraham polled the board to see which date was more convenient and it was decided that the meeting be rescheduled to August 17th. Dr. Jakubowski said that he and Mr. Abraham have already had several conversations with regard to an agenda for this meeting. Mr. Abraham said that he gave two professional staff development sessions to teachers with regard to the role of the board of education and he gave the teachers a written assignment to give him some ideas as to what they foresaw the school district in the next five to ten years. He said that he hoped the

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August Planning Session

August meeting could be a true planning meeting so that the board could discuss what the board saw as the direction the school district must go. Mr. Abraham said that he got quite a bit of feedback from the teachers and he was very interested to read their suggestions. Mrs. Gaglione asked what time the meeting would begin. Dr. Jakubowski said that he thought 9:00 to 12:00 would be a good period of time.

FISCAL AND PLANNING COMMITTEE

Mrs. Gaglione stated that the fiscal and planning committee did meet earlier in the evening. She presented the fiscal and planning agenda.

DISCUSSION ITEMS

Update on Bond Issue/Refinance

Mrs. Gaglione said that there was a balance of \$2.7 million left on the funds from the bond. She said that the board needs to decide what projects can be completed with these funds. Mr. Helmstetter said that he thought it was time that the board moved forward and did the renovations to the back of Hannah Caldwell to accommodate the administrative offices. The board concurred. Mrs. Gaglione said that the proposals that the board received in the past for this project come close to the amount which the board has available. Mr. Abraham asked Mr. Damato if the board did not already have preliminary plans that were drawn up for this project by Potter Architects. Mr. Damato said that he did have them. Mr. Abraham asked what the next step in the process would be. Mr. Damato said that the plans needed to be finalized and get cost projections. Dr. Jakubowski asked if bids were taken and the work could be done over the winter as it was all inside work could the offices be moved by July 1st of 2008. Mr. Damato thought that would be possible. Ms. Dunn said that there are still two purchase orders outstanding on the bond; one is to Office Solutions (OSI) which was for the completion of the duress button project which is minimal amount and there is a purchase order outstanding for DiCara/Rubino Architects because a year or two ago the board had awarded them contracts for various projects that the board maybe wanted to do when it finalized the bond. She said that the Hannah Caldwell project was

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Update on Bond Issue/Refinance

not one of them. Ms. Dunn said that the total amount on that purchase order was approximately \$77,000. She said that she would provide the board with a copy of that purchase order and what it covered. Ms. Dunn said that if the board was not going to enjoin the services of DiCara/Rubino for the Hannah Caldwell project, then the board should let the architect know. She said that she had told the fiscal committee that although she had no problem with the balance of the bond funds going to renovate the back of Hannah Caldwell, Ms. Dunn felt that the board should decide what they want to do and give that proposal to the board's bond counsel so that it can be reviewed to make sure that everything is appropriate with regard to the use of the bond funds. Mr. Abraham asked Mr. Damato to start the process of finalizing the plans and taking care of the outstanding debts and getting concrete numbers so that the board can see exactly where this project will fall in the mix. The board concurred.

Extraordinary Aid

Mrs. Gaglione said that the district needed to obtain 200 additional computers to replace computers within the district. She said that these computers would cost approximately \$227,000. Mrs. Gaglione said that an RFP was issued to financial institutions to get financing. She said that it was discussed that the money for these computers could be taken from extraordinary aid funds from the 2005-2006 school year which are available to the board rather than financing so that it would not impact the technology budget which only has about \$60,000 for the next four years. Mrs. Gaglione said that if the computers were leased, this would have depleted the technology budget and would have made it impossible for that department to purchase any additional computers in the future. Dr. Jakubowski said he thought that this was a good idea and he thanked Ms. Dunn and Mr. Vieira for bringing this proposal to him. He said that if this aid is not used by the board, it would have to go back into a surplus account. Dr. Jakubowski said that he has also discussed with the personnel committee the possibility of hiring some part-time workers over the summer to help install these additional computers. He said that he has also received a letter from Mr. Bradley, the Township Administrator, asking for a meeting to discuss joint services involving technology. Dr. Jakubowski said

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Extraordinary Aid

that the district's technology department was not very large and he said that he was going to ask Mr. Abraham if he could meet with the technology committee and with Mr. Bradley to see what exactly he is proposing. He said that the Township has people available 24/7 for technology and he thought maybe the Township wanted to "share" a contract. Dr. Jakubowski said that if the district could get some people to help with the maintenance and installation of computers, then Mr. Endrzejewski would have time to work on projects such as the telephone system and the security cameras. He said he did not know if that is what a "shared" service contract can do for his district but he would like to speak to Mr. Bradley and see what the Township proposes. Dr. Jakubowski stated that the three individuals who are presently in the technology department cannot cover all of the work for that department. He said that enjoining in a shared contract may be the way for the district to go. Dr. Jakubowski stated that he would report back to the board after he met with Mr. Bradley. Ms. Dunn said that there is a great deal of push with legislation in Trenton for shared services. She said that if the district wants to join in a contract with the Township, although the costs may be prohibitive at the beginning, there may be some way that the district can get some "benefit" for having enjoined in services. Dr. Jakubowski said that the shared service with the public relations individual has worked. He said that because of this person, the negative press is almost totally gone.

Mr. Vieira stated that since the interest rates have increased, there would be cost savings to refinance the \$25 million in bonds that were issued. He said that the district has decided not to refinance the funds at this time. Mr. Damato said that the rates would be monitored and if the rates do go down than a refinance may be considered.

OPERATIONS COMMITTEE

Mr. Ruhl stated that the operations committee met this evening and discussed the agenda items which he presented.

Mrs. Gaglione asked if brand new bleachers were being installed on the visitor side of the football field. (Resolution O-5) Mr. Magliacano said yes but there is an alternate in the bid that if there was enough money left in the bid to do repairs on the home bleachers, they can also be repaired. Mr. Perkins said that he apologized for missing the operations committee meeting but he noted redundant entries in the receipt of bid resolution

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(Resolution O-1) and asked that it be corrected on the regular agenda. Mr. Abraham said that Mr. Perkins had sent an e-mail to the other board members with regard to the clean up of garbage and trash in the high school parking lot and whether or not the district could share services with the Town with regard to use of a street sweeper. Mr. Magliacano said that he would speak to Mr. Bradley about the use of the sweeper for the parking lot.

Dr. Jakubowski said that the problem with using the Township's sweeper is that the Township is very slow in approving overtime to their employees and this would probably be an "8:00 to 4:00" timeline and during the day, the parking lot is full with employee cars until at least 3:00 p.m. Mr. Perkins said that an alternative may be to put this service out for bid and perhaps obtain services from a company who cleans areas such as supermarket parking lots.

He said that those units are out typically at midnight or later. Mr. Perkins said that Dr. Jakubowski can certainly talk to the Township about shared services but he said he would not be surprised if the district would wind up better, financially, in putting this service out for bid. Mr. Perkins said that the parking lot at the high school is a disgrace and something had to be done. Mr. Helmstetter asked where the district was in the process of obtaining a new telephone system.

Mr. Tatum said that he met with Mr. Potter to start the bid process. He said that Mr. Potter had brought another gentleman in with him who was experienced in writing specifications for this type of project. Mr. Tatum stated that the district was waiting for a proposal from him. Mr. Damato said that he heard from Mr. Potter today and he was told that the consultant fees would be approximately \$40,000. He said that he thought the administrators needed to sit and talk about whether or not we want to have the consultant write the specifications or just oversee the project as it presently is and help the board make a decision on what we already have. Mr. Damato said that either way it might work out in the district's best interest. He said at that price, it defeats the purpose. Mr. Damato said by next week, he should have a better handle on the matter.

He said that he told Mr. Potter that he thought the consultant fee was very high. Mr. Manochio asked if the board could proceed without the consultant services. Mr. Damato said he thought the district's issue was that no one has the technical experience in IP phone systems to look at a proposal and know exactly what they are looking at. He said that a computerized phone system is highly technical because power is required at each phone and it is completely different from the phone system which the district presently has. Mr. Damato said that there are many hardware and software issues that need to be worked out and he does not have the technical expertise to manage it. He said that the board may need to limit the amount of involvement that the consultant has as

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opposed to drawing up a full blown specification with all the details that would help the board get what it wants and not cost so much. Mrs. Gaglione asked if when the proposals were submitted by the vendors, didn't they tell the board what it needed. Mr. Tatum said that when he met with the vendors, they did submit proposals, but what happened was that he was tied up with the State Contract versus an open bid and only one vendor actually has a State Contract. He said that specifications were "lined out" in the proposals submitted by each vendor however the board could not act on them because they did not have the appropriate state contract. Mr. Damato said that Mr. Potter called him because he thought that before a proposal from the consultant was actually sent in writing, he wanted to let the board know what the approximate fee would be to see what Mr. Damato thought about it. Dr. Jakubowski said that each time there was a meeting with one of the vendors there were always "modifications" hoping that the board would accept the proposal. He said that he also reached out to individuals who are presently using the different telephone systems and there were positive and negative comments on each system. Mrs. Gaglione said she did not know if the board had to go through Potter to get a consultant. Mr. Damato said that if the board goes out and hires a telephone consultant, a telephone consultant is not licensed to practice his or her particular trade like an accountant or an engineer and therefore, there were have to be a specification drawn up to hire a consultant. Mr. Helmstetter said that there is one contractor that can do the project because it has a state contract and Dr. Jakubowski has spoken to other districts that have used this system and they are pretty much happy with the system. He recommended that the board go with the vendor that had the state contract so that the system can finally be put in place without any further delay. Mr. Damato said that what he was suggesting was the same thing and the administrators needed to sit down and find out from someone who really knows if that is what the district really needs or could it be done for less or are there other features that have not been thought about which are needed. Mrs. Gaglione asked if the proposal from Avaya was on the "higher end". Mr. Tatum said that they were the highest if he can recall correctly. Mr. Helmstetter said that any system has to be better than the system the district is presently using. Dr. Jakubowski said that the only hesitation to go with the state contracted vendor is that the district has been dealing with the people who represent Avaya with the "duress" button system at the high school and there have been some issues with the vendor and this becomes his problem. He thought that this is why he has not recommended for this vendor to do the project. Mr. Damato said that he thought the board needed someone to at

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least to say that the specifications are technically correct, it will work and will interface with the equipment that the district presently have. Dr. Jakubowski stated that the district has a lot of Cisco equipment and this vendor has assured the board that the Avaya system will interface with it. Mr. Damato stated that it might be easier if the district deals with a consultant on an hourly basis just to review the proposal and see if it is technically correct. Mrs. Gaglione said that the district does not want to deal with equipment compatibilities because correction may cost a great deal of money. Mr. Tatum said that the district has been completely wired and ready to go. He said that all the board has to do is make a decision about which vendor and which system we want to use. Mr. Tatum said that Mr. Endrzejewski has everything ready. Ms. Dunn said that the board should remember that under A-5 the system must interact with the ACES communication program and this is something that the board must discuss when the system is installed. Mr. Damato said that this is more like bidding the commodity of gas; the district bids the commodity of gas and the service is provided by Elizabethtown Gas but the commodity is bought on the open market.

PERSONNEL COMMITTEE

Mr. Manochio presented the personnel agenda.

Mr. Perkins asked what the difference between P-2 and P-26 were. Dr. Jakubowski stated that P-2 was the substitute list for the month of June and P-26 are substitute teachers that are being reappointed for the 2007-2008 school year. Mrs. Gaglione asked what the Waiver Application referred to in P-27 is. Dr. Jakubowski said that when an individual applies to become a substitute, they fill out a packet of forms and the forms are sent to the State. He said that there is such a shortage of substitutes that the County will allow the district to put in a waiver that a substitute can be utilized if you feel comfortable with the individual before their "fingerprint" report comes back and if the criminal background report comes back and there is an issue, the person will be dismissed.

Dr. Jakubowski said that the interview process has been complete for the positions of Supervisor of Language Arts 9-12 and Media and K-8 Supervisor of Language Arts and Math. He said that there are postings out for Assistant Principals at the high school. Dr. Jakubowski said that Mr.

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Gibbons along with his Vice Principals will be doing the interviewing for those positions. He said that the board does not have to approve these positions until July because the Assistant Principals will not start working until August 1st but Dr. Jakubowski stated that if he feels comfortable and can get something home to the board over the weekend, and if there is a consensus of the board, the individuals will be approved at the regular meeting. He said that he is interviewing the finalists for the Elementary Principal position; there are two outside and one in district finalists and this process will be completed this week. Dr. Jakubowski said that this position can also wait to be approved in July, but if a decision can be made before the regular meeting, this individual will be appointed then. He said that there is also a posting for Specialist at the Elementary Level for Language Arts and Social Studies. Dr. Jakubowski said that there are many new hires on the agenda tonight and by next Monday there will be other teaching positions that also will be filled. He said that everything will be in place by September 1st.

POLICY COMMITTEE

Mr. Perkins said that he had distributed to all board members the discussion summary and a draft of the proposed parking policy. He said that some of the items about which concerns were raised have been passed on to the administration; for example, Mr. Gibbons wanted to impose a requirement that is currently being proposed in Randolph Township that before a student be permitted to park, their parent or guardian attend a safety briefing on the restrictions of the graduated driver's license. Mr. Perkins said that he was a little reluctant to put that in as a matter of board policy, but say that it would be up to the administration if they want to do it. He also wanted to point out that the requirement for the recitation of the specific provisions of the graduated driver's license requirement are to be put in the consent agreement that the student parker has. Mr. Perkins said that the other issue had to do with towing and he pointed out in his discussion and response to the concern that there already is provision for towing where a vehicle impairs the use of the parking lot, they can be towed already and he assumed that it would be the Town contract towing company that would tow the vehicle. He said additionally, in order to ameliorate some of the concerns of this being unfair, Mr. Perkins says that the policy proposes that a vehicle should not be towed unless a warning for the first offense has been affixed to the vehicle. He said that he has gone on the internet to see items

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that are available such as oversized hang tags of a conspicuous color, differentiating between graduated drivers' licenses from those who have full driving privileges with a serial number and window warning stickers are commercially available. Mr. Perkins said that the other significant part of this is that it is a hang tag which remains the property of the district, gets turned back in when there is a suspension of driving privileges and it is issued to a specific student parker and any number of vehicles can be registered by a single student to use the same hang tag. He said that he would leave it up to the administration to determine what the incremental cost of the additional registrations would be. Mr. Helmstetter thanked Mr. Perkins for a thorough job on this policy. Mr. Perkins asked that the policy be posted on the webpage. Mr. Ruhl asked Dr. Jakubowski who will enforce this policy. Dr. Jakubowski said that there are already individuals who patrol the parking lot however, with the tag and things that are to be put in place, there will be another responsibility for those individuals. Mr. Perkins said that there are already hang tags being used for student parking but they are very small and cannot be read easily. Dr. Jakubowski said that he was not sure how security individuals at the high school monitor vehicles now and he was not sure if they pay attention to the hang tags. He said, however, that once this policy is in place that will be something the security monitors will need to do. Mr. Perkins said the reason he went on the internet was to see if there were tags available that could be easily seen. He said that the color differentiation was Chief Kramer's recommendation.

Mr. Abraham said that he and Mr. Perkins had preliminarily discussed this issue which dealt with a student who was in school for the entire day wearing a t-shirt that phonetically spelled something that was very offensive and not in the best interest of the school district. He said that he has spoken to Mr. Perkins about the fact that maybe the board should revisit the Dress Code Policy of the school district. Mr. Abraham said that he spoke to Mr. Gibbons who has made the dress code a priority and Mr. Gibbons has put out several notices in the high school's daily bulletin that the dress code which is specified in the student handbook is to be enforced by the teachers. Mr. Abraham said that he also had a discussion with Mr. Gibbons about the dress code of the professional staff as well which Mr. Gibbons is willing to take on and address. Mr. Abraham said that he did speak to several board members and he hoped that the board could revisit the dress code policy and need to modify, if deemed appropriate, the policy which is currently in existence. He felt that the students should come to school dressed decently. Mr. Abraham said that he asked Mr. Perkins to reach out to the NJ School Boards representative for our county to see if they have a sample policy and to see what other school districts have in light of the current stage of fashion. Mr.

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Abraham said that he also spoke to Mr. Damato who e-mailed him a video that was taken in the year 2005 from a school district in Oklahoma which demonstrated a student who came to school in "baggy" pants and the student produced ten weapons (firearms) out of his baggy pants, including what looked like a shotgun of some sort that was stuffed in his pants. He said that he thought irregardless of what is in style it behooves the district take a look at the dress code policy to see if some modifications should be made. Mrs. Gaglione asked if the policy covered all schools the same. Mr. Abraham said that the high school student handbook reads a little differently than what the board policy says. He said that one of the things that Mr. Perkins and he had talked about was reaching out to the various administrators of all the buildings and getting their input and feedback as well because they deal with these issues daily. Mrs. Gaglione asked if when Mr. Abraham got feedback and suggestions from the school principals, that would be incorporated possibly into the board's policy and that policy would then cover all schools. Mr. Perkins said that board policy covers all the schools. Mrs. Gaglione said that this has to be made clear to each principal. Mr. Perkins said that in the regulatory world, administrative agencies will sometimes put out a policy and say that the "subordinate" agencies can adopt their own policies not inconsistent with the overriding policy. He said for example if the board policy were to allow male students to wear shorts, it would not be inappropriate that a school principal would say "no shorts in my school, long pants only." Dr. Jakubowski said that there have been principals in the past that have done that. Mrs. Gaglione asked if this would be for teachers or for students. Dr. Jakubowski said right now they were talking about students but he has already had a meeting with all administrators and it was the consensus of the administrators that before you can change the student dress code, the professional dress code had to be addressed because when teachers come to work in t-shirts and the district is telling students that they cannot wear them, it isn't right. Dr. Jakubowski said that the district has a high school principal who is willing to address the dress code at the high school and he has already been informed that "dress down" day will be a thing of the past. Dr. Jakubowski said that there are schools that do not have "dress down" days now. He said that when he meets with the administrators in August and the dress code will be addressed. Dr. Jakubowski said that there have been principals who have allowed male teachers to wear shorts because female teachers can wear shorts. Mrs. Gaglione said that there were "grumblings" from the staff about certain items which would not be allowed to be worn, such as dungaree skirts. Dr.

POLICY COMMITTEE

Jakubowski said that he felt the staff was concerned because some principals have been very lackadaisical with what staff has been allowed to wear. Mrs. Gaglione said she thought the dress code should also incorporate that they need to wear their identification tag. Mr. Manochio said that he knew that there have been legal challenges about professional dress in schools, he asked Mr. Damato if the dress code was up to the local district or is there a state stipulation about dress codes for professionals. Mr. Damato said that boards of education have very broad powers under 18A and there have been a lot of cases on this issue but he thought that most of the cases were just looking for some reasonableness in terms of professionalism; he thought that was the trend in New Jersey. He said that if the board wanted to prohibit "flip flops" he would think that would be a sustainable change. Mr. Abraham said that he was looking for "reasonableness" and not go to extremes. He said it was disturbing enough that someone would let their child walk out of the house with a shirt on that said what it said but to go through nine periods of a day and not be stopped until after school was over. Mr. Perkins said that in the discussion of the parking policy one of the things that the court in the Hunterdon Central Regional High School case considered was the fact that students are representative of the school that they go to and he felt that the court would look favorably upon any reasonable prescriptions on appropriate dress. Mr. Figueiredo asked if a current copy of the student and staff dress code be sent home to the board. Dr. Jakubowski said that he would send it home in the packet on Friday. Mr. Figueiredo said that this would give the board members a chance to look at the dress codes and come with their ideas to the table. Dr. Jakubowski said that it was not long ago that the teachers' dress code was revised. He said that this was done by a committee which was made up of board members, teachers and administrators and the issue of "dress down" days was brought up but he thought the problem was that some schools have "dress down" days five days a week. Dr. Jakubowski said that at his meeting with the administrators in May he told the principals that they needed to take a "hard" look at the dress code because the board was very serious about appropriate dress in the buildings by both staff and students. He said that this would be an item on the August planning session agenda.

APPROVAL OF BILLS:

Mr. Abraham stated that the bills would be approved at the regular meeting.

UNFINISHED BUSINESS

Dr. Jakubowski said that he would continue to interview individuals for the positions which are available and have as many positions secured by the end of June as possible.

Dr. Jakubowski reminded the board that before next Tuesday's meeting the reception for the volunteers, 25 year teachers and retirees will be held in the high school cafeteria at 5:30 with awards in library at 7 p.m.

NEW BUSINESS

Mrs. McNeil said that when she voted last Tuesday at Livingston School she noticed there was graffiti in the front of the building. Dr. Jakubowski asked Mr. Magliacano if it was still there. Mr. Magliacano said it was. Dr. Jakubowski stated that he and Mr. Magliacano had spoken about this issue last week and the clean up needed to be done right away.

Mrs. Gaglione said she believed there were other locations on the building where there was graffiti. Dr. Jakubowski said that he has spoken to the police and graffiti is becoming an issue all over town. Mr. Perkins said that he had occasion to drive around town and visit every school in the district, specifically looking at tot lots and the tot lot at Livingston School is in a terrible state of disrepair. He said that on the other side, the tot lot at Washington School is in good shape. Mr. Abraham asked if the district put new mulch on all of the tot lots last summer. Mr. Magliacano said that most of the tot lots were done. Mr. Perkins said that Connecticut Farms' tot lot did not look to good. Mr. Magliacano said that the tot lot at Connecticut Farms has not been used in years because it is out of control and whenever repairs are done, things get broken immediately. Mr. Perkins said that when grounds and buildings look bad, it is like teachers dressing poorly, the buildings and grounds are dressed poorly. He said that it is not just the parking lot at the high school, there are other parking lots throughout the district that are not as clean as they should be. Mr. Perkins said that it projects an image and it reinforces the feeling that the district is really not as good as we say we are. Dr. Jakubowski said that he agreed with Mr. Perkins but every year when the budget is prepared, if cuts are necessary, the first thing to be cut is operations. He said that there is a small maintenance crew that are expected to mow all the lawns and get all of the athletic fields ready but if something happens in a building, Mr. Magliacano will send one or two maintenance people to assist the carpenters, etc and maybe what the board needs to do is look at the staff and see if more people are needed in the maintenance department.

NEW BUSINESS

Mr. Ruhl said that as a parent whose son attended the Senior Prom last weekend, he has heard nothing but praise from all the students who attended on how well the prom was run and staff who attended said it was an phenomenal event. He said that the next day he received a telephone call from his son from the shore the next day and when I asked him how it was going, he said "I wish I was back at the prom." He said that he saw letters that came home from Mr. Shaw and Mr. Benequista about the rules and regulations in effect for students who attended the prom and he felt that this made it a memorable event. Dr. Jakubowski said that Mr. Gibbons also had the band stop playing while dinner was being served, which is something that has not been done in the past and the students sat and ate. He said that the board of education has an agreement with the Police Department in Whippany and before the prom they can stop any limo or party bus that they want to search for alcohol. Dr. Jakubowski said that there was a problem involving another school who was also having there prom on the same evening and many of those students were taken out of the prom and had to have their parents pick them up. He said that what he did find out that was interested was that if students came to the prom in a limo or a party bus, the police checked those vehicles but if students drove themselves and parked in the lot, those vehicles were not checked. Dr. Jakubowski said that he did reach out to the juvenile department at the police department to find out if they had heard anything about events which occurred at the shore and they stated that did not hear anything.

Mr. Manochio asked when graduation was scheduled. Dr. Jakubowski said that graduation was on Wednesday at 6:30 p.m. and hopefully the weather will nice and it will take place outside. He said that he believed that Mr. Fortunato would be coming and that Mr. Gibbons will allow Mr. Fortunato to say a few words. Dr. Jakubowski said that he is interested in seeing how graduation goes. He said that the district has been very fortunate in the past not have students act up during the ceremony.

Mrs. Gaglione said that the Prom Night festivities from the Vauxhall community were televised on Channel 34 and it was nice to see all the students walk the red carpet.

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Ms. Hall wanted to applaud the board's efforts to look at the dress code not only for students but also for professionals. She said that it has been a huge distraction this year, more than other years and there is no doubt that the students are testing the waters. Ms. Hall said that it distressed her that as professionals, teachers need to be told how they should be dressing and she felt that the way the teachers dress does set an example for students. She said that she noticed in the board minutes a few months ago that Ms. Vandenbrande was retiring and tonight that Ms. Garran was retiring and Ms. Whiteman-Land was going on maternity and this will put the district down three school psychologists for the next school year and she was hoping that postings were going out for those positions. Dr. Jakubowski said that Ms. Vandenbrande and Ms. Garran have already been replaced. Ms. Hall asked if the district is just maintaining staff at the current rate because she had heard that the special education numbers were up and the case loads seem to be quite high. Dr. Jakubowski said that he did not know but he said that one of the new principals is extremely frustrated with the numbers of referrals that are coming in and he has been speaking about this issue with Ms. French. He said he was sure that Ms. French had enough staff for the upcoming year.

Ms. Ciampi asked about the property line of Connecticut Farms School and if anyone loitering on the sidewalk would be considered trespassing. She said that there are kids hanging out at night at the gate in the back of the school. Ms. Ciampi asked if the sidewalk was considered the property of the board of education. Dr. Jakubowski said that he would reach out to the police department. He said that the "no trespassing" signs were put up because the police department asked the board to do it so that they would have the ability to ask people to move off the property. Dr. Jakubowski said that if kids are hanging out after dark, it becomes the responsibility of the police department to do something. Ms. Ciampi said that she was there when the PTA installed the tot lot at Connecticut Farms and the agreement with the district and the town also cooperated, was that there would be lights in the area. She said that there were lights there, but they were never replaced. Ms. Ciampi also asked if the basketball hoop which was damaged while plowing the playground was going to be replaced. She stated that she reviewed the parking policy and one of the items contained there is safety and security. Ms. Ciampi said that a few days ago she had to go to the high school to help register 18 year olds for voting with the League of Women Voters and she walked right into the

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building and was never questioned as to what she was doing in the building. She said that there was a security monitor at the door for awhile but he left and it was awhile until someone else came to take over at the security desk who did take note of people who entered the building. Ms. Ciampi said it was disheartening for her to see this continue to happen when the board is addressing safety in other policies when safety is still not being addressed at the high school. She said that a big truck came to take out the voting machines; it parked right in the front of the high school and this does not seem to be an issue. Ms. Ciampi said this was the second time she has seen a big truck parked in front of the school. She felt that the board needed to address this issue as it has been going on for too long. Ms. Ciampi said that the other schools and the administration building are secure but an individual can still walk in the front door of the high school and not be stopped. She questioned who will enforce the speed limit that is set forth in the parking policy. Mr. Perkins said that 10 miles per hour is a speed that one can determine from standing on the ground when someone is exceeding it by any significant amount and that is one of the reasons that speed limit was selected. He said that there is also some discussion about making an application to the Department of Transportation for approval of enforcement of the speed limit by police on the parking lot and the board will be exploring that. Ms. Ciampi said that the police would have to be present for that. Mr. Perkins said that if a student is speeding, the district can suspend their parking privileges without a policeman being present. Ms. Ciampi thought this was very objective and would not hold up in court. Mr. Perkins said that it would. Mr. Damato said that it would hold up. He said that police give tickets sometimes for speeding without the benefit of a radar gun and those tickets, in some cases, are upheld. Mr. Ruhl said that the board was not talking about giving out speeding tickets but only suspending the student's parking privileges. Ms. Ciampi thought it was impossible to drive at 10 miles per hour. Mr. Perkins said that 10 miles per hour was not a speed limit that was unusual in private parking areas. Mr. Abraham said that he has tried to go through the parking lot in the morning when parents are dropping off students and if you go faster than 10 miles per hour you would be on the top of the car in front of you because the traffic is so backed up. He said that the traffic in the area of the high school is very heavy in the morning. Ms. Ciampi said that her concern was that this was not objective but subjective. Mr. Perkins said that parking was a privilege and the recommendation for the speed limit did come from the police chief. Ms. Ciampi still had concerns about

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implementation of the speed limit. Mr. Perkins told Ms. Ciampi if the board finds that the speed limit is being implemented unfairly and it affects her the board would address the subject at that time. Ms. Ciampi said that she attends the board meetings as a taxpayer to address everyone's concerns and she is very passionate about what goes on in the school district. Mr. Perkins said that board members are elected to represent the entirety of the public of the town. He said he did not think that Ms. Ciampi had any bone fides at all to come to a meeting to represent anyone but herself. Ms. Ciampi said she was not representing all the people, but she said that as a taxpayer, she had a right to come to a meeting and say how she felt about something. Mr. Abraham said that Ms. Ciampi's opinion would be dully noted. Ms. Ciampi wanted to know why she was the only person named in the discussion on the policy. Mr. Perkins said it was because she made a comment. Ms. Ciampi said that she did not agree with the whole policy and other people did make comments. Ms. Ciampi asked if it was possible for teachers, when they sign a contract, for the dress code to be included in the contract. Dr. Jakubowski said that teachers do sign a contract when they are hired but it does not address the dress code. Mr. Damato said that the contract says the teachers are "subject to the rules and regulations of the board and the Statutes of the State of New Jersey."

Ms. Loessel questioned the use of bond funds to do the renovations at Hannah Caldwell for administrative offices. She said that when the bond referendum was presented it did specify work to be done at certain schools. She asked who would oversee the renovation project if it is done. Dr. Jakubowski said that if Potter Architects does the plans, then they will oversee the project. He said that a decision will be made when the project is bid as to whether or not a construction manager is required. Dr. Jakubowski said that Ms. Dunn was correct in saying that just to make sure she would have the project reviewed by the board's bond counsel, but the plans for the original bond did talk about renovation to an administrative building. He said that the money that the district presently has was the money that was to be spent for an addition to the administration building and it is consistent with moving the administration offices to another building. Ms. Loessel wanted to know what would be done with the present administration building. Dr. Jakubowski said that the maintenance department will remain here, as well as technology. He said that there has also been discussion as to whether or not the district can rent out space to the UTEA, etc. Ms. Loessel asked if the security guards would be checking

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the parking permits. Dr. Jakubowski said that once the policy is in place, he would sit with Mr. Gibbons to determine how it will be enforced. Ms. Loessel thought that anyone involved in enforcement should have a training session.

Mr. Donnarumma said that Dr. Jakubowski discussed the possibility of the consolidation of services with the town regarding technology and he thought that this was a pretty good idea. Dr. Jakubowski said it would depend what the costs were. Mr. Donnarumma thought that over the long term it would probably save the district some money. He said that he thought there should also be shared services with other districts. Mr. Donnarumma wanted to know the reason that the district wants to expand the administrative offices to Hannah Caldwell. Dr. Jakubowski said that the present administrative building is not handicapped accessible, it is outdated and there is not enough room in the business office. He said that the back of Hannah Caldwell was originally cleared out to become the Senior Citizens' Center and then, the board talked about using money from the Morris Union Jointure Lease and making the space the Special Services Department. Dr. Jakubowski said that he has decided that is not the best thing to do with the space right now. He said that moving some of the office from the present administration building will allow for the expansion of the technology and maintenance departments and by moving the administrative offices to Hannah Caldwell there will be room for a conference room, a board room where both the worksessions and regular meetings can be held and all supervisors will be able to be housed in this space. Dr. Jakubowski felt that for the same amount of money it would have cost to do renovations at the present administration building, the back of Hannah Caldwell can be renovated, move all administrators and supervisors there, have a board room for the board to hold meetings with permanent television cameras set up and he felt in the long run it would be in the best interest of the district. Mr. Donnarumma asked what will happen if the enrollment in Hannah Caldwell increases and that space is needed for classrooms. Dr. Jakubowski said that the space in questions was never intended to be used for classrooms. He said that he could not predict what would happen 10 or 15 years from now but right now looking at the enrollment figures, he did not anticipate a problem. Mr. Donnarumma said that he did not read the entire policy yet but he thought that there should be cameras added to the parking lot to monitor the area. He said was also in agreement with looking at the dress code policy. Mr. Donnarumma said that now that Union is a multi-cultured community, he

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thought that dress code be translated into different languages so that the parents can understand what it says. Dr. Jakubowski said that right now forms and notices that deal with the lunch or breakfast program are sent to students in both English and Spanish. He thought that students knew what to wear and what not to wear and thought part of the problem is that students leave their house dressed one way and before they get to school they change. Mr. Donnarumma wanted to know if the district intended to get a new telephone system. Dr. Jakubowski said that the district wants to make changes and modifications in the telephone system because the Centrex System that is presently installed is truly outdated.

MOTION FOR EXECUTIVE SESSION

Moved by Mrs. Gaglione, seconded by Mr. Helmstetter that the Board go into Executive Session to discuss personnel, labor relations, student matters, anticipated and pending litigation and matters that fall within the attorney/client privilege without the presence of the public in accordance with the provisions of *N.J.S.A. 10:4- 2b*. The Board will disclose the discussion conducted during the executive session, with notice to the public, when the disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Board of Education and provided that such disclosure does not violate federal, state or local statutes and does not fall within the attorney/client privilege. All present voting yes.

THE BOARD RETURNED TO PUBLIC SESSION AT 9:00 P.M.

MOTION TO ADJOURN

There being no further business before the board it was moved by Mr. Ruhl, seconded by Mr. Helmstetter that the meeting be adjourned. All present voting yes.

Respectfully submitted

JAMES J. DAMATO
BOARD SECRETARY